

## MINUTES OF MEETING NO. 2.5

NAME:	Executive Board	PAGE:	1 of 1
LOCATION:	RM of Coldwell Office, Lundar	DATE:	September 12, 2008
DATE OF MEETING:	September 11, 2008		
PRESENT:	D. Oliver B. Sigfusson E. Zotter N. Brandstrom E. Shay	Chairperson Vice Chairperson Director Director Watershed Planner	Lake Francis Sub District Member Shoal Lakes Sub District Member Lake Francis Sub District Member Dog Lake Sub District Member Manitoba Water Stewardship
REGRETS:	J. Cruise	Director	Swan Creek Sub District Member
WRITTEN BY:	E. Shay		

ITEM	DESCRIPTION	ACTION BY
<b>1.0</b>	<b>CALL TO ORDER</b>	
	D. Oliver called the meeting to order at 10:01 AM.	
<b>2.0</b>	<b>HUMAN RESOURCES</b>	
<b>2.1</b>	<p><b>Conservation District (CD) Manager Position</b>                      E. Shay reviewed the interview scores and reference checks for the CD Manager candidates.                      The Board came to a consensus on the staffing details for the CD Manager position, including salary (\$40,000 per annum), holidays, overtime, hours of work, probation period, etc.                      The Board came to a consensus that the CD Manager position will be offered to Ann Melnichuk.                      E. Shay to develop and mail an offer of employment package to Ann Melnichuk for the CD Manager position, as per the direction of the Board.</p> <p><b><u>20-08: B. Sigfusson – N. Brandstrom</u></b>  <b>BE IT RESOLVED THAT</b> the Board offers the Conservation District Manager position to Ann Melnichuk.</p>	<b>CARRIED</b>
<b>2.2</b>	<p><b>Financial Administrator Position</b>                      E. Shay reviewed the interview scores and reference checks for the Financial Administrator candidates.                      The Board came to a consensus on the staffing details for the Financial Administrator position, including wage (\$16 per hour), holidays, overtime, hours of work (25 hour work-week – five hours per day/five days per week), probation period, etc.                      The Board came to a consensus that the Financial Administrator position will be offered to Linda Miller.                      E. Shay to develop and mail an offer of employment package to Linda Miller for the Financial Administrator position, as per the direction of the Board.</p> <p><b><u>21-08: J. Cruise – B. Sigfusson</u></b>  <b>BE IT RESOLVED THAT</b> the Board offers the Financial Administrator position to Linda Miller.</p>	<b>CARRIED</b>
<b>3.0</b>	<b>NEXT MEETING</b>	
	<b>September 18, 2008 at 10:00 AM</b> RM of Coldwell office.	
<b>4.0</b>	<b>ADJOURNMENT</b>	
	<p><b><u>22-08: B. Sigfusson – N. Brandstrom</u></b>  <b>BE IT RESOLVED THAT</b> we adjourn.</p>	<b>CARRIED</b>
	<b>These minutes are the writer's best interpretation of discussions held during the meeting. Please inform the writer of any noteworthy omissions or errors.</b>	
	<p><i>Original signed by</i>                      _____                      Doug Oliver, Chairperson                      WIWCD</p> <p><i>Original signed by</i>                      _____                      Erin Shay, Watershed Planner                      Manitoba Water Stewardship, on behalf of the WIWCD</p>	